

NATIONAL COMMISSION FOR THE CERTIFICATION OF CRANE OPERATORS (NCCCO)

**DANTES Test
Centers'
Authorization**

The National Commission for the Certification of Crane Operators (NCCCO) authorizes military installations with DANTES test centers to administer the Certification of Crane Operators (CCO) examinations.

Background

The NCCCO is an independent, not-for-profit organization formed to establish and administer a nationwide program of certification for crane operators. CCO examinations are competency-based examinations that reflect the knowledge and expertise of crane operators. CCO was formed to set standards for measuring the knowledge and proficiency required for the safe operation of cranes in all industries. The written examinations were developed in cooperation with Professional Examination Service (PES), a non-profit testing company founded in 1941. The Occupational Safety and Health Administration (OSHA) agreed to officially recognize the CCO national crane operator certification program in February 1999.

Address

National Commission for the Certification of Crane Operators
2750 Prosperity Avenue, Suite 120
Fairfax, VA 22031-4312

Phone: (703) 560-2391

Fax: (703) 560-2392

Web site: <http://www.nccco.org/>

E-mail: info@nccco.org.

Description

CCO Written Examination

All candidates are required to pass both the written and practical examinations in order to be certified. The written CCO examination program consists of a Core examination in crane operation as well as four crane Specialty examinations. Those who pass the Core examination and at least one specialty may then take the Practical examination in the category of the Specialty(s) passed.

Core Examination

All candidates are required to take the Core examination regardless of the Specialty in which they wish to be certified.

Specialty Examinations

Lattice Boom Crawler Cranes
Lattice Boom Truck Cranes
Small Telescopic Boom Cranes (< 17.5 tons)
Large Telescopic Boom Cranes (> 17.5 tons)

Candidates must register for at least one Specialty examination.

Practical Examination Specialties - correspond to the Written Exam Specialties except that a candidate may pass either the Lattice Boom Crawler Crane or the Lattice Boom Truck Crane Written Specialty to be eligible to take the Lattice Boom Crane Practical Specialty.

Physical Evaluation

Candidates must submit one of the following:

- CCO Physical Examination Form
 - A current DOT (Department of Transportation) Medical Certificate
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Description, Continued

Examinations The CCO examinations:

Core Examination	Specialty Examination	Practical Examination
<ul style="list-style-type: none">• Contain 90 multiple-choice questions• Allow 90 minutes to complete.	<ul style="list-style-type: none">• Contain 26 multiple-choice questions• Allow 55 minutes to complete each exam.	See information in the <i>CCO Written and Practical Examination Candidate Handbook</i>

Certification Requirements

Eligibility To be eligible to test, candidates must:

- Have 1,000 hours experience in the last 5 years;
- Meet the medical requirements;
- Pass the written examination (Core and one Specialty);
- Pass a Practical Examination.

Candidates must pass the practical exam within 12 months of passing the written examinations.

Experience CCO certification examinations are designed for operators who are trained and who currently work in crane operation. Experience is defined as:

- Operating
- Maintenance
- Inspection, or
- Training

Candidates who do not meet the experience requirements are **not** eligible for certification.

Obtaining an Application

Obtaining an Application

The Test Control Officer should write for the exam application using official stationery to:

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2750 Prosperity Avenue, Suite 120
Fairfax, VA 22031-4312

Phone: (703) 560-2391

Fax: (703) 560-2392

Web site: <http://www.nccco.org/>

E-mail: info@nccco.org.

Submitting an Application

At least 4 weeks prior to the scheduled examination date, send the completed application along with appropriate documentation and fees to:

Exterior Assessments – Attn: CCO Testing
600 Cleveland Street, Suite 900
Clearwater, FL 33755
Phone: (727) 449-8525
Fax: (727) 461-2746

Candidates determined to be eligible will receive an admission letter approximately one week before the scheduled test administration.

Certification Fees

Certification Fees

The application fees for the CCO certification examination are:

CCO Examination	Fee
Core Exam plus any one Specialty Exam	\$150
Each additional Specialty Exam	\$ 5
Re-testing Application	Fee
Core Exam plus any one Specialty Exam (then follow fee structure listed above)	\$150
One Specialty Exam Only (Core passed)	\$ 50
Teach additional Specialty Exam	\$ 5
Other Fees	Fee
Candidate Late Fee	\$ 60
Add or Change Fee (in addition to the \$5 Specialty Exam Fee)	\$ 30
Incomplete Application Fee	\$ 30
Rescheduling Fee	\$ 25

Administration

Test Dates

The CCO written certification examinations are available for administration every second weekend of each month from January through December. The current *DANTES Calendar of National Certification Tests* contains a listing of test administration dates.

Military Administration

DANTES TEST CENTERS MAY ADMINISTER THE CCO CERTIFICATION EXAMINATION TO ELIGIBLE ACTIVE DUTY MILITARY AND RESERVE COMPONENT PERSONNEL ON AN UNFUNDED (EXAMINEE PAYS) BASIS UNLESS EXISTING MILITARY REGULATIONS PROVIDE OTHERWISE.

Admission Letters

Approximately one week before the scheduled test date, registered candidates will receive an admission letter by mail. This admission letter must be presented at the test site. Candidates will not be allowed to sit for the examination unless an admission letter valid for the specific test date is presented. Candidates will need to present a photo ID at the test site.

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Administration, Continued

Civilian Administration

DANTES test centers may administer the CCO certification examinations to the following civilians on an **UNFUNDED (EXAMINEE PAYS) AND SPACE –AVAILABLE BASIS** according to local command policy and Service regulations:

- Retired military personnel
 - Military family members
 - Veterans, and
 - U.S. federal employees
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Materials to Bring to the Test Site

Each candidate must bring the following items to the test site:

- Government issued photo ID
- The admission letter for the specific test date
- Two sharpened #2 pencils
- A good eraser

No books, scratch paper, calculators, beepers, cellular phones, or other materials will be allowed into the examination room.

Scoring

Scoring

- The CCO written certification examinations are criterion-referenced examinations; i.e., the passing score is set beforehand, and candidate performance on the examination is not compared to others.
 - Examinations are electronically scored by Experior Assessments. It is important that candidates complete the answer sheet according to the instructions given. Answers recorded only in the test booklet and not on the answer sheet will not be scored.
 - Examinees will receive a score report no later than 10 business days after receipt of all examination administration materials by Experior Assessments.
 - Candidate scores are reported as a scaled score on a scale ranging from 0 to 100 with a score of 70 representing the minimum passing score.
 - Scores are not given over the telephone.
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Hand Score Requests

Candidates not passing the examination may request a hand scoring of the answer sheet from Experior Assessments within 3 months of the test date for a cost of \$50 payable by check or money order. If hand scoring results in a passing score, the \$50 fee will be refunded in full.

Retaking the Examination

Candidates who fail an examination may retake the examination. They will need to reapply and pay all corresponding fees.

Study and Preparation Assistance

Reference Materials

Contact NCCCO for a list of reference materials.

Certificate Maintenance

Recertification Examinees who wish to recertify must take and pass the written examination and meet CCO medical requirements. Candidates who did not take the Practical Examination when certifying initially must do so to qualify for recertification.

Candidates who have already taken and passed the Practical Examination and who can document at least 1,000 hours of crane-related experience during their period of certification do not need to take the practical exam to recertify.

Disciplinary Policy CCO's Review Committee establishes and implements standards of conduct. Grounds for revocation of certification status shall include but are not limited to:

- Period of certification exceeded without renewal.
 - Evidence of falsification of any information on any documents submitted to CCO or its agents.
 - Expiration of a candidate's medical certificate.
 - Evidence of culpability in an accident during certification period.
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Problems

Problems If information pertaining to the examination is not received in a timely manner, please contact NCCCO.

Security

Test Loss or Compromise

Refer to Part I of the *DANTES Examination Program Handbook (DEPH)* for complete instructions if there is a NCCCO test loss or compromise.

Contact DANTES immediately and refer to specific Service regulations for complete procedures. DANTES address is:

DANTES	Phone: (850) 452-1360
Code 20F	DSN: 922-1360
6490 Saufley Field Road	Fax: (850) 452-1161
Pensacola, FL 32509-5243	

Web Pages and E-mail Addresses

DANTES Web Address

Access the DANTES web pages at <http://www.dantes.doded.mil>.

NCCCO Web Address

Access the NCCCO web page at www.nccco.org.

DANTES E-Mail Address

The DANTES Certification Program E-mail address is certprog@voled.doded.mil.
